



EM Fact Sheet

Ogden Air Logistics Center
Environmental Management
Directorate
7274 Wardleigh Road

Hazardous Materials

Purpose: This fact sheet provides an overview of the Hazardous Materials Program (HMP) at Hill Air Force Base, the Utah Test and Training Range, and other OO-ALC owned organizations. Also, the components of the HMP which include the Hazardous Materials Management System, Compliance Assistance Visits, the Hazardous Material Cell and the Hazardous Distribution Support Center which are all described in this fact sheet.

Mission: The mission of the OO-ALC HMP is to provide cradle-to-grave management of hazardous material. In this capacity, EM acts as overall HM (Hazardous Material) Program Manager. EM accomplishes HM management by performing the following services for our customers:

- Providing HM receiving, issue, storage, and tracking guidance.
- Providing Compliance Assistance Visits (CAVs) and resultant feedback to our customers.
- Training employees in HM requirements.

HMP Team Members

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Key Regulatory Requirements:

OO-ALC/HAFBI 32-7001: This instruction describes how the OO-ALC will implement the training requirements of 29 CFR 1910, the components of the HMP, the responsibilities of the various components of the HMP and organizations providing HMP support.

29 CFR 1910: This federal regulation governs worker health and safety and generates the requirement for all employees to be informed concerning hazardous material exposure in their workplace via training.

AFI 32-7086 (AFMC Supplement) Hazardous Material Management Process: This instruction describes how AF Installations will perform Hazardous Material Management.

National Fire Protection Association Guide: The flammable material storage guidelines provided in this document have been incorporated into OO-ALC/HAFBI 32-7001 and 29 CFR 1910.

Program Components:

Hazardous Material Cell: One stop location in Building 849 for ordering HM and obtaining customer services for the HM Management Program.

Hazardous Distribution Support Center (HDSC): The HDSC receives, distributes and tracks hazardous material. HDSC employees ensure only authorized users receive HM. OO-ALC has 70 HDSCs.

Hazardous Materials Management System (HMMS): This computer program is utilized to gather life cycle data (usage, storage, and receipt) for HM. There are approximately 300 users of HMMS on and off base.

Compliance Assistance Visits (CAVs): This is a key component of the HMP designed to ensure compliance with HM guidance and regulations. Various EMC personnel perform periodic CAVs and report their findings to the HMP Manager, EMC Division Chief, and the HM users' chain of command. EMC employees also follow up on the CAV results to ensure non-compliance is corrected. The purpose of the CAVs is twofold; to ensure daily compliance and prepare for inspections.

Key Compliance Requirements:

- Ensure all HM in your area has been inventoried, posted, entered into HMMS, and a copy of the inventory has been forwarded to the Fire Department.
- Ensure all employees in your area exposed to HM have access to the current Material Safety Data Sheets for their exposures and relevant site specific training.
- Ensure all HSDCs and HM storage sites have security procedures that prevent unauthorized access to HM.
- A current Worker Right To Know Guidebook must be readily available in every organization storing, issuing, or utilizing HM.
- All HM must have a HM tracking label, HM containers must be non-leaking and safe to handle, and the lid closed when not in use.